

To: Prospective Bidders

**Re: Request for Proposals - Façade Improvement Program
Borough of Keansburg
Addendum #1**

The following is a summary of questions received regarding the subject Request for Proposals

Q. When will proposals be due for this project?

A. The due date has been changed. All submissions are now due by 11:00am Friday November 6, 2015.

Q. Where must proposals be delivered?

A. All proposals must be delivered to the Municipal Clerk's Office at the Borough of Keansburg Municipal Building, 29 Church St. Keansburg NJ 07734. All proposals must be marked 'Proposal for Architectural Services – Façade Improvement Program'

Q. How will input from the business and/or property owners be coordinated?

A. The Borough intends to have design/review meetings with individual and/or small groups of business/property owners at the initial scoping phase as well as upon design completion. Individual owners will have this opportunity to provide input at the beginning of the Design Phase, and upon Design Completion.

Q. Will the façade design be uniform throughout the program or unique to each property?

A. It is the intent of this program to create a somewhat uniform streetscape appearance to the business districts, however due to the location of various properties throughout the Borough this may or may not be consistent across all properties.

Q. How many businesses will be participating in the program?

A. Approximately thirty (30) businesses will be participating. Attached is the finalized list of project locations for further information.

Q. Are the number and location of participating businesses set? Can any further locations be added?

A. No additional businesses will be included in this program.

Q. Will there be a second phase to the project?

Le: Prospective Bidders

Re: Keansburg Façade Program
Borough of Keansburg
Addendum #1

A. No, additional phases are not currently anticipated.

Q. Will there be one contract awarded for the program or several for each individual property?

A. It is the Borough's intent to only award one construction contract for the Façade Improvement Program.

Q. Will the project need approval from the local planning board?

A. Yes, at this time it is anticipated that the entirety of the project will be reviewed and approved under one (1) application.

Q. Will construction permits be required?

A. Yes, at this time it is anticipated that Construction Permits will be required, and it is currently anticipated that the Contractor will be responsible for same.

Q. Is this project funded by the Borough of Keansburg?

A. This project will be funded directly by the Borough of Keansburg initially, with all expenditures expected to be fully reimbursed by the New Jersey Economic Development Authority – Stronger NJ Neighborhood & Community Revitalization, Streetscape Revitalization Program. ('The Grant')

Q. How is funding determined per location?

A. A maximum construction cost of approximately \$15,000 per location is allowed under the Grant.

Q. What types of improvements are eligible under this program?

A. Eligible projects include improvements to commercial buildings and storefronts such as: Exterior Elements that improve the aesthetics of the building, Exterior Painting, Removal of Inappropriate or Incompatible Exterior Finishes/Materials (ie. false fronts), Restoring Exterior Finishes and Materials, Installation of Safety Glass, Recessing/Reconfiguring Existing Doors and Entrances, Repairing or Replacing Existing Storefront Window Systems, Signs Attached to Buildings (New/Repair/Replace/Remove), Exterior Building and Sign Lighting, Exterior Lighting Fixtures, Display Area Lighting, Awnings (New/Repair/Replace/Remove).

Q. What types of improvements are ineligible under this program?

Le: Prospective Bidders

**Re: Keansburg Façade Program
Borough of Keansburg
Addendum #1**

A. Interior Repairs not Integral to the Exterior Façade Improvement, New Building Construction or Additions, Purchase of Property or Equipment, Roof Improvements/Replacement/Repair, Lighting Elements not Associated with new/repaired Light Fixtures, Removal of Architecturally Important Features, Sidewalk Repair and/or Curb Cuts, Planting, Landscaping, Street Trees, Street Furniture, Parking.

Q. Are Architectural Fees funded under the Grant?

A. Project specific soft – costs are funded under the Grant.

Q. Is there a funding limit for soft – costs?

A. Yes, soft – costs are funded up to a total of 20% of the Maximum Total Construction Budget. As stated, there is an approximate total of 30 businesses, with a maximum construction cost of approximately \$15,000 per business, and therefore the Maximum Total Construction Budget for the program is approximately \$450,000. Based on this, a total of approximately \$90,000 in soft costs would be eligible for reimbursement to the Borough under this grant program.

Q. Will the Project Architect be responsible for maintaining compliance with the Grant Program?

A. Yes, the Project Architect will be solely responsible for maintaining compliance with all Grant Requirements. Please visit the following website to review specifics on this program: http://njeda.com/disaster_relief/revitalization/Streetscape-Revitalization-Program

Q. Is there a deadline for this Grant Program?

A. Yes, at this time all construction must be completed and final payments made before July 1, 2015.

Q. Are anticipated Architectural Fees to be included in the submitted Proposal?

A. Yes, please include an estimated fee per phase, as well as estimated total fee including reimbursable expenses in each proposal. Anticipated phases are listed in the original RFP package.

Q. How will payments to the Architect be made for this project?

A. Payments will be approved by the Borough at the regular monthly Meetings of the Borough Council. Payment will be made on a percent complete per phase basis, however no payment shall be released until confirmation is received from the NJEDA that Architect has fulfilled all monthly compliance requirements.

Le: Prospective Bidders
Re: Keansburg Façade Program
Borough of Keansburg
Addendum #1

- Q. How many copies of a Proposal should be submitted for this project?
- A. **Two (2) hard-copy proposals should be submitted, along with one copy of the submitted proposal in electronic form. CD's and/or Flash Drives will be acceptable as electronic form.**
- Q. What is the anticipated date of award for Architectural Services?
- A. **The Borough currently intends to award this contract at its regular Council Meeting on Thursday November 12, 2015, however if, for any reason, further time is needed to review proposals and/or schedule follow-up interviews with a shortlist of Architects, award would most likely take place at the Borough Council Meeting on December 17, 2015.**
- Q. Can you please confirm the language of item C.4 (page 4) in the original RFP?
- A. **The original RFP Package contains a typo, and should read "Briefly propose a general work plan to complete the architectural services for the Borough of Keansburg Façade Improvement Program" construction relative to the scope of work as outlined in this RFP."**

Thank you for your interest in this program. If there are any questions concerning this letter, please contact my office.

Very truly yours,

T&M ASSOCIATES



FRANCIS W. MULLAN, P.E., C.M.E.
KEANSBURG BOROUGH ENGINEER

FWM:DFM:TEK

Borough of Keansburg - Facade Improvement Program
List of Participating Business Locations

10/26/15
P. 1 of 1

	<u>Property Number</u>	<u>Property Address</u>	<u>Block</u>	<u>Lot</u>
1	260-262	Beachway	13	1
2	11	Carr Ave.	10	6
3	13	Carr Ave.	10	7
4	29	Carr Ave.	11	6
5	38	Carr Ave.	14	2
6	60	Carr Ave.	14	9
7	63	Carr Ave.	52	7
8	121	Carr Ave.	64	14
9	145	Carr Ave.	66	6
10	233	Carr Ave.	95	2
11	365	Carr Ave.	158	10
12	10 & 12	Carr Ave.	13	7
13	18-20	Carr Ave.	13	2.02
14	22-30	Carr Ave.	13	5.01
15	32-34	Carr Ave.	13	3
16	69-71	Carr Ave.	56	19
17	12	Church St.	166	1
18	39-41	Church St.	158	13
19	36	Main St.	22	1
20	61	Main St.	50	17
21	210	Main St.	114	14
22	245	Main St.	156	5
23	253	Main St.	156	6
24	295	Main St.	166	4
25	297	Main St.	166	5
26	200-202	Main St.	114	17.02
27	220-224	Main St.	120	1 & 2
28	255-265	Main St.	156	7.01 & 7.02
29	280-288	Main St.	129	1.01
30	300-306	Main St.	185	2